

Year 2000 Survey Questionnaire
Illinois Domestic Insurance Companies
March, 1998

The survey is divided into two sections. You will find questions about the strategic approach used in your Company, followed by questions related to the cost of the effort. Please use additional space for your response when it is necessary.

Company Name _____

Contact Person _____

Telephone Number _____

Strategic Approach

- 1) Please provide an executive summary of your company's Year 2000 conversion plan.
- 2) If you do not have a conversion plan, please explain why there is no plan and what your organization is doing to develop one.

- 3) Please describe the contingency plans that you have to deal with overlooked conversion issues or systems that don't work in spite of the efforts made prior to January 1, 2000.

4) Please provide a list of the applications used by your company that may be effected by the “millennium bug” and identify the conversion priority that you have or will assign to each system or application.

5) What are the five most important systems or processes in your organization and what is the status of the conversion effort for each as of December 31, 1997.

System	Percent Complete(0% - 100%)
a)_____	_____
b)_____	_____
c)_____	_____
d)_____	_____
e)_____	_____

6) Using the following table, identify the extent to which the system conversion is complete at your organization.

	Main Frame Systems	PC based Systems
Fully Compliant	_____	_____
Nearing Completion	_____	_____
Partially finished	_____	_____
Just Beginning	_____	_____
Not Started	_____	_____

7) Describe the ways that your organization will be impacted by other individuals, companies, joint venture partners, vendors, customers and affiliates that are not Year 2000 compliant.

8) What specific measurement processes will your organization use to determine that it is Year 2000 compliant?

9) Who in your organization is sponsoring the Year 2000 effort?

10) What are the organizational position titles that are members of the Year 2000 conversion team and approximately how much time per day does each member spend working on the project?

Economic Issues

- 1) Using the table below, identify the extent of Human Resources committed to the project.

	<u>Internal Staff</u>		<u>Outside Consultants</u>	
	<u>Full Time</u>	<u>Part Time</u>	<u>Full Time</u>	<u>Part Time</u>
Number of staff assigned				
Number as a % of total staff				
Average length of time assigned to project				
Hours per day committed to project				
Average years of experience for staff assigned to project				

- 2) Estimated lines of code in company applications that are effected by Year 2000 coding.

	<u>Lines of code</u>
Packaged systems	_____
Internally developed systems	_____

- 3) Estimated cost per code line to make compliant.

\$ _____

- 4) Total estimated conversion or project cost, including direct and indirect costs allocated to the project.

\$ _____

- 5) Estimated amount of total project cost expensed as of December 31, 1997.

\$ _____ or _____ %

6) Estimated total cost to complete the project and how much of this amount is currently recorded on the company's balance sheet.

Cost to complete \$_____.

Amount recorded on balance sheet \$_____.

7) Estimated cost of conversion, by year, as a percentage of total budgeted expenses and net income.

	<u>Budgeted expense</u>	<u>Net Income</u>
1997		
1998		
1999		
2000		
2001		
2002		

8) When did your company begin working on the Year 2000 project?

Date

9) When does your company expect to have its five, most mission-critical systems Year 2000 compliant?

<u>System</u>	<u>Compliance Date</u>
a.	
b.	
c.	
d.	
e.	

10) What advice would you offer to other company's that are not as near to completion?

The information provided in this survey has been reviewed by me and is submitted for your consideration.

(Signature)

(President)

(Company)